

Class 1 Structural Permit Application

Requirements to Submit for Plan Review:

- 3 Complete sets of building plans and specifications that meet the minimum requirements for plan submittal. 2 Sets of plans and specifications are required to initiate structural review. The third set of plans and specifications is for Indianapolis Fire Department Plan Review. Submittal for IFD review is not a requirement to initiate a structural review.
- Completed Class 1 Structural Permit Application

Acceptance of a project submittal for plan review is indication that it meets the minimum submittal requirements. Additional information may be required as needed to substantiate that the proposed construction will comply with the rules set forth by the Building Standards and Procedures of the Consolidated City of Indianapolis.

Structural Permit Fees:

Application Fee: \$32

Plan Review Fees:

- Initial plan review fee of \$346 (includes up to 3 hours of review).
- Review time in excess of 3 hours is billed at \$91 per hour of review.

Permit Fee:

- New Structures or Additions: \$351 for projects 2,500 square feet and less. For each additional 1,000 square feet, there is an additional fee of \$23.
- Remodel: \$257 for projects 2,500 square feet and less. For each additional 1,000 square feet, there is an additional fee of \$23.

****Application fee and initial plan review fee are due upon submittal. All fees must be paid in full prior to receiving a permit.****

Plan review varies with each project; an initial review will be conducted within 15-20 business days. Code correction submittals require additional reviews.

Included in this submittal (Check all that apply):

- ☐ 2 Complete Sets of plans and specifications to initiate the structural plan review
- ☐ 1 Complete Set of plans and specifications to initiate IFD review
- ☐ Application fee and initial plan review fee
- ☐ IFD review fee of \$100

As owner, or authorized representative of the owner, I agree to pay all fees incurred for the requested reviews.

<div>Printed Name, Title</div>	<div>Signature</div>	<div>Date</div>
<div>Address</div>	<div>City/ State</div>	<div>Zip Code</div>
<div>Phone Number</div>	<div>E-mail</div>	

CLASS 1 (COMMERCIAL) STRUCTURAL PERMIT APPLICATION

PERMIT NUMBER: STR _____ — _____		DROP OFF # _____									
A. ADDRESS: _____ IF THIS BUILDING HAS MULTIPLE ADDRESSES: LOWEST NUMBER _____ HIGHEST NUMBER _____		O. CONSTRUCTION DESIGN RELEASE PROJECT NUMBER: _____									
B. OWNER OR LESSEE OF THE PROPERTY: NAME: _____ ADDRESS: _____ _____ CITY STATE ZIP CODE TELEPHONE NUMBER: (_____) _____ — _____		P. CONSTRUCTION TYPE: As defined by the IBC _____									
C. EXISTING ZONING: _____		Q. PROPOSED OCCUPANCY: As defined by the IBC _____									
D. EST VALUE OF CONST ACTIVITY: \$ _____		R. IS THERE A CHANGE OF OCCUPANCY? As defined by the IBC (CIRCLE ONE) YES NO									
E. PETITION NUMBER: _____		S. IS A FIRE SUPPRESSION SYSTEM BEING INSTALLED? (CIRCLE ONE) YES NO EXISTING									
F. TYPE OF STRUCTURE: ____ 1) PRIMARY ____ 2) ACCESSORY ____ 3) OTHER: _____		T. IS A FIRE ALARM SYSTEM BEING INSTALLED? (CIRCLE ONE) YES NO EXISTING									
G. PERMIT TYPE: ____ FOUNDATION ONLY ____ NEW PRIMARY ____ ADDITION ____ NEW ACC STR ____ ADDITION & REMODEL ____ TENANT FINISH ____ PLACEMENT EXT STR ____ REMODEL ____ OTHER: _____		U. IS A HOOD BEING INSTALLED? (CIRCLE ONE) YES NO EXISTING									
H. PREVIOUS USE OF STRUCTURE: _____ _____		V. I AM REQUESTING REVIEW OF THE FOLLOWING: (PLACE AN "X" NEXT TO ALL THAT APPLY) ____ FOUNDATION ____ CORE & SHELL ____ INTERIOR FINISH ____ ELECTRICAL ____ HVAC ____ FIRE ALARM ____ PLUMBING ____ FIRE SUPPRESSION ____ HOOD COMMENTS (ADD ADDITIONAL PAGES IF NEEDED): _____ _____ _____									
I. PROPOSED USE OF STRUCTURE: _____ _____		W. CONTACT FOR PLAN REVIEW COMMENTS: NAME: _____ ADDRESS: _____ _____ CITY STATE ZIP CODE TELEPHONE NUMBER: (_____) _____ — _____ EMAIL ADDRESS: _____									
J. NUMBER OF UNITS: _____		X. CONTRACTOR/APPLICANT INFORMATION: IF A CONTRACTOR HAS BEEN OR WILL BE HIRED TO DO THE WORK FOR WHICH THIS PERMIT IS REQUESTED, HE/ SHE MUST BE LISTED IN MARION COUNTY AND MUST COMPLETE AND SIGN THIS SECTION: BUSINESS NAME: _____ _____ Business Listing Number Individual Listing Number I affirm, under the penalties for perjury, that the foregoing representations are true. Application and review fees are non-refundable and due upon submittal regardless of permit issuance. YOUR NAME (PRINT): _____									
K. GROSS FLOOR AREA OF REMODEL (IF APPLICABLE): _____ NUMBER OF STORIES BEING REMODELED: _____ <table><tr><td>STORY #</td><td>AREA OF REMODEL</td></tr><tr><td>_____</td><td>_____</td></tr><tr><td>_____</td><td>_____</td></tr><tr><td>_____</td><td>_____</td></tr></table>		STORY #	AREA OF REMODEL	_____	_____	_____	_____	_____	_____	SIGNATURE: _____ (Contractor or Applicant) DATE: _____ TELEPHONE NUMBER:(_____) _____ — _____ EMAIL: _____	
STORY #	AREA OF REMODEL										
_____	_____										
_____	_____										
_____	_____										
L. ADDITIONAL GROSS FLOOR AREA (IF APPLICABLE): _____ NUMBER OF STORIES BEING ADDED: _____ <table><tr><td>STORY #</td><td>ADDITIONAL GFA</td></tr><tr><td>_____</td><td>_____</td></tr><tr><td>_____</td><td>_____</td></tr><tr><td>_____</td><td>_____</td></tr></table>		STORY #	ADDITIONAL GFA	_____	_____	_____	_____	_____	_____		
STORY #	ADDITIONAL GFA										
_____	_____										
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_____	_____										
M. LOAD CONSTRUCTION TYPE: ____ 1) CONCRETE ____ 2) ENGINEERED ____ 3) MASONRY ____ 4) POST & BEAM ____ 5) STEEL ____ 6) WOOD FRAME											
N. FOUNDATION TYPE: _____											